

**IDAHO BOARD OF MORTICIANS**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Conference Call Minutes of 10/1/2013**

**BOARD MEMBERS PRESENT:** James H. Opdahl - Chair  
David L. Hutton

**BOARD MEMBERS ABSENT:** Craig L. Geary

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Maurie Ellsworth, Legal Counsel  
Maria Brown, Technical Records Specialist II  
Erin Anderson, Technical Records Specialist I

The meeting was called to order at 10:00 AM MDT by James H. Opdahl.

**NEW BUSINESS**

Mr. Hutton made a motion to adopt the amended agenda which includes the invoice for association dues which was recently recieved. It was seconded by Mr. Opdahl. Motion carried.

Mr. Hutton made a motion to authorize payment of the dues. It was seconded by Mr. Opdahl. Motion carried.

**DISCUSSION**

The Board requested that a list of states licensure requirements for the Board to reference when reviewing an applicant who is applying under endorsement. Ms. Anderson would contact The Conference to see if it compiles this information.

**EXECUTIVE SESSION**

Mr. Hutton made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Mr. Opdahl. The vote was: Mr. Hutton, aye; and Mr. Opdahl, aye. Motion carried.

Mr. Hutton made a motion to come out of executive session. It was seconded by Mr. Opdahl. The vote was: Mr. Hutton, and Mr. Opdahl, aye. Motion carried.

## **APPLICATIONS**

Mr. Hutton made a motion to approve the following applicant to take the Idaho jurisprudence exam for licensure:

MORA-1342 Terrence Shotkoski

It was seconded by Mr. Opdahl. Motion carried.

The Board reviewed the following application, determining that the applicant lacked the required trainee period. Mr. Hutton made a motion to allow the applicant to submit a written request to withdraw the application and return the original license fee or the application will be denied and the original license fee returned:

#901129130

It was seconded by Mr. Opdahl. Motion carried.

**NEXT MEETING** was scheduled for 1/14/2014 and 1/15/2014.

## **ADJOURNMENT**

Mr. Opdahl made a motion to adjourn the meeting at 10:16 AM MDT. It was seconded by Mr. Hutton. Motion carried.

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James H. Opdahl, Chair

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David L. Hutton

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Tana Cory, Bureau Chief